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Civil Service Senate Minutes

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3-8-2017

# Meeting 2017-03-18

Civil Service Senate

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# Governors State University

## Civil Service Senate

### Minutes

Wednesday, March 8th  
11:00 a.m. – Room D1496

	Present	Excused	Absent		Present	Excused	Absent
Lannie Brown-Simon (2018)	X			Audrey McIntyre (2018)	X		
Paula Cosenza (2018)	X			Susie Morris (2017)	X		
Candace Dade (2018)	X			Eric Nicholson(2018)	X		
Melody Easterling (2017)	X			Gina Ragland (2018)	X		
Dorothea Franklin (2018)	X			Raquel Rios-Aguirre (2018)	X		
Kathleen Frossard Fisher (2017)	X			Senator Opening			
LaSheena Fuller (2018)	X			Senator Opening			
Joyce Giroux (2018)		X		Senator Opening			
Adrienne Gray (2017)			X	Senator Opening			
Sheryl Jones-Harper(2018)		X		Senator Opening			
Sandi Kawana (2018)	X			Karen Sinwelski (2017)	X		
Shondrae Lewis (2018)	X			Merri Wilkerson (2017)		X	

**Guests:** Sandra Alvarado, Director of Human Resources Services.

**Meeting Opened At:** 11:11 am by president Gina Ragland. Roll call was taken by Kathleen Frossard Fisher.

**Approval of Minutes:** All present senators reviewed the minutes; a motion was made to approve the minutes with corrections by Dorothea Franklin, 2<sup>nd</sup> motion made by LaSheena Fuller. All voted in favor by voice vote, the February 2017 minutes were approved.

### **Committee Reports:**

1. **Correspondence Committee - LaSheena Fuller** LaSheena and Sheryl attended PDF and e-Blast workshops hosted by the Marketing Department.

2. **Governance Committee – Eric Nicholson** Eric indicated that the committee has not yet met. He had prepared a draft of an announcement and permission forms for those interested in joining the Senate. The deadline for permission forms will be April 7<sup>th</sup> with a ballot going out on April 17<sup>th</sup>. A paper ballot would be available 24-28. Online voting will end on the 28<sup>th</sup>. The election results will be tallied on May 1<sup>st</sup>. These dates are all pending the approval of the committee. Different ideas were discussed on recruiting new members.
3. **Financial Committee – Merri Wilkerson** Merri was excused and no report was given.
4. **Affairs Committee – Gina Ragland/LaSheena Fuller.** The Affairs committee plans on doing Carson's days during the fall. The carnation and candy sale for Valentine's Day was a success. A profit of \$243.38 was made. Customers enjoyed the presentation. The Senate plans on keeping the candy sale going. The Senate will hold a PI day sale on 3/14 in the Hall of Governors. HR will host a workshop on resume writing and interview skills. Sandra will get back to us with additional information. The spring market will be held on April 18<sup>th</sup>.
5. **Education Assistance Award Committee – Lynne Clayton** Sandra from HR looked at the process of disbursement of the fund for GSU students. Unfortunately, these funds must go through the Financial Aid process for any GSU awardees. The idea of changing the award requirements was discussed by the Senate.
6. **EAC Committee Rep – Ann Jaso** Ann sent out an email about EAC elections. Senators may contact Ann for additional information.
7. **EOM Committee Rep – Raquel Rios Aguirre** Raquel is awaiting more information from Stephanie for the EOM committee to move forward. Facilities will be adding Lannie's name to the Employee of the Year plaque.
8. **Dining Advisory Committee Report-Melody Easterling** Arena Foods will be running on reduced hours during spring break.
9. **President's Report – Sheryl Jones Harper** Sheryl will email a SUAA Retirement Forum report, a BOT report, and a PBAC report as she was unable to attend the meeting.

A motion was made by Lannie Brown-Simon to end the meeting. The motion was seconded by Susie Morris. The meeting ended at 12:01 pm.